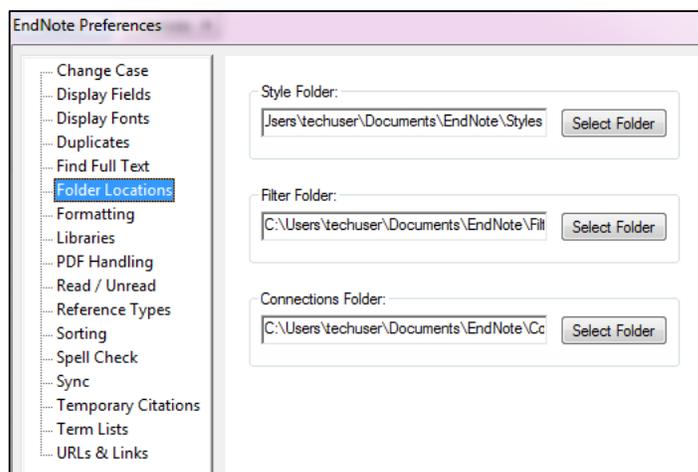


Updating EndNote Connection, Filter, and Style Files

UPDATING CONNECTION FILES

EndNote connection files contain the directions EndNote needs to connect to and use online databases. You need a new connection file if the one you have does not work or if the one you need is not listed in the EndNote Connection Manager.

1. Open EndNote and follow menu items to *Edit, Preferences, Folder Locations*. Note the folder location for your EndNote Connection Files. You will download the updated connection file to this folder.
2. You need to know what database you want to connect to and what source (company or organization) HSLS obtains it from. In the example below, the database is PsycINFO and the source is OvidSP.



3. Go to <http://endnote.com/downloads/connections>

4. On the Connection Files page using the Connection Finder tool, enter OvidSP (the information provider or source) into the search box. Then click on the *Apply* button to the right of the search box.
5. Sort results by date or latest update by clicking on the heading. In this case, the results are sorted by date of latest update, and PsycINFO is listed first.
6. Click on the [Download](#) link for PsycINFO link in the far right column.
7. Select “Save File” in the dialog box.
8. Save to the Connections folder location you established in step 1 above. If asked, you **do** want to replace the old file.

EndNote Connection Files

EndNote offers more than 6,000 connection files

Connection files contain all the information necessary for EndNote to search and import references from an online database.

[Download all connections](#)

[Submit a request for the creation of a new connection file >](#)

Use the Connection Finder below to search for a specific Information Provider.

INFORMATION PROVIDER

Contains

[Reset](#) [Apply](#)

INFORMATION PROVIDER	DATABASE	DATE	>
OvidSP	PsycINFO	2015-02-02	Download
OvidSP	EMBASE	2013-09-20	Download
OvidSP	EconLit	2012-01-12	Download

UPDATING IMPORT FILTER FILES

EndNote filter files control how the references imported from a database are added to a library. There is a different filter file for each database/provider combination you search.

A filter needs to be updated when imported data starts appearing in the wrong fields in the EndNote library or not at all. (Example: Year field may be empty, or the author's name(s) may appear under Journal, or the entire citation appears in one field.)

To update a filter file, follow these steps:

1. You need to know what database you want to connect to and what company or organization HSLs obtains it from. Example: database=PsycINFO and the source=Ovid SP.
2. Go to <http://endnote.com/downloads/filters>.
3. Follow steps in the instructions for updating connection files (above), except that you will use the folder location for Filter Files.

UPDATING OUTPUT STYLES

EndNote output style files determine which elements are included in a citation, the order in which they appear, and their appearance or formatting. They also determine the appearance of the number or other indicator for the citation in the text.

To confirm that the style file is correct and current, compare its output with that of the journal's Instructions to Authors page. (The Instructions to Authors in the Health Sciences Web site (<http://mulford.utoledo.edu/instr/>) has links to these pages for many health sciences journals.)

You need a new style file if the one you have does not produce citations that match the journal's requirements or if there is no style file for the journal in your EndNote Style Manager.

To update a style file, follow these steps:

1. You need to know the exact title of the journal you are interested in. Examples: Journal of Biological Chemistry, BMC Medicine.
2. Go to <http://endnote.com/downloads/styles>.
3. Follow steps in the instructions for updating connection files (above), except that: 1) you will use the folder location for Style Files, and 2) style files will be listed by journal (instead of database) name.

